



Mississippi Valley Workforce Development Board

Finance Committee Meeting Minutes

Wednesday, January 24, 2024

Members Present: Ryan Drew, Kelley Brown, Lori Bassow, Angela Rheingans, Kimberly Jaber, Cory Bergfeld

Members Absent: Joyce Stimpson (excused), Jack Willey (unexcused)

CEOs Present: Danny Chick, Jim Irwin

Staff Present: Tyler Lanz, Strategic Partnership Specialist, Miranda Swafford, Executive Director, Louise Butherus, Communications Assistant

Fiscal Agent Staff: Kassie Ruth

Service Provider Staff: Taylor Longstreth, Operations Manager, Shannon Weaver Project Director, Cherisa Price Wells, Regional Director

One-Stop Operator: Nick Clayton

CALL TO ORDER

Drew called the meeting to order at 3:00 p.m.

QUORUM

The committee had a quorum to conduct business.

CONSENT AGENDA

The consent agenda included approval of the agenda, Stimpson's excused absence, and previous minutes. Brown made a motion to approve the consent agenda items, seconded by Bergfeld and the motion carried.

WIOA FINANCIAL REPORT

Ruth presented budget expenditures for Adult, Dislocated Worker, and Youth. The remaining budget after expenditures is \$2,589,701.14. Ruth advised the administrative budget has \$309,273.78 remaining, Adult has \$818,733.58 remaining, DW has \$607,293.98 remaining, the Youth Out of school budget has \$671,206.71 left to expend, while the Youth in-school budget has \$183,193.09 remaining. Bergfeld asked whether spending was on track for the current program year and Ruth advised she did not foresee any issues.

***DECEMBER PROGRAM INVOICE**

Weaver shared that spending for the Adult and Dislocated Worker program was lower in December due to holidays and the budget not approved until mid December. The Adult budget expended \$42,358.98 in December. The Dislocated Worker expended \$37,860.37, and the Youth budget combined expenditures at \$90,377.08. Weaver shared that the Youth program once again exceeded their goal of 20% work-based learning expenditures, achieving 32.08% in December.

Rheingans made a motion to accept the final invoices, seconded by Brown, and the motion carried.

***ONE-STOP OPERATOR NOVEMBER INVOICE**

Clayton advised the expenditures are \$7,813.01 of the contracted budget which is mostly salary and travel in December. Bergfeld made a motion to accept the invoice, seconded by Brown, and the motion carried.

***FISCAL AGENT INVOICE – CIJDC**

Ruth presented one invoice for November, the CIJDC wages invoice for \$4,046.00 for 35.25 hours. Bergfeld motioned to approve the invoice, seconded by Rheingans, and the motion carried. Ruth said the Fiscal Agent invoice is slightly lower than normal due to back ups at IWD.

NON-WIOA FINANCIAL REPORT

Ruth advised there was \$1430.31 expended from Ticket to Work funds and 91.00% remains. None of the Clinton County funds were spent in December, with 73.89% remaining. North Scott Rotary Grant used \$30.73 on laundry detergent for the Youth Space with 89.54% remaining.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

Drew commented that he spoke with someone that filed for unemployment in mid-December and they were having issues because the state is backed up. Clayton advised IWD is behind on id verifications, but they have a new system that will help them to catch up soon.

ADJOURNED

Rheingans made a motion to adjourn, seconded by Bergfeld. Motion carried, and meeting was adjourned at 3:16 p.m.